

Policy 7.01 Implementation Plan and Progress Report

Biennium Timeframe: July 1, 2008 to June 30, 2010

Updated 3/16/09

Division: Child Support

Region/Office: Region 5/Fife Field Office

Tribe(s): Suquamish

Plan and Progress Report Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each year.

Implementation Plan

1. Policy Identification: Case Referrals

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status
Reducing the risk of child support flowing out incorrectly on Tribal cases. <i>Currently on hold: see Progress</i>	The Tribe will notify DCS when it believes a Tribal referral is pending so DCS can set Special Instructions on the case to minimize and prevent money flowing out elsewhere incorrectly. DCS will send a debt calc immediately on new Tribal cases. <i>Currently on hold: see Progress</i>	Reduce or eliminate any funds being paid out to clients that should indeed be paid through to Tribal child support cases. <i>Currently on hold: see Progress</i>	State: Rhonda Thomas, Dian Speer Tribe: Bill Paine	Process will commence once Tribe Program is up and running. As of 10/1/08, the Tribe has received start-up funding and is expected to go comprehensive on or about 10/1/10. Dennis Deaton will oversee the program.

2. Policy Identification: Technology and SEMS Information and Access

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status
To locate parties of Tribal Child Support cases in the most expedient manner possible.	DCS will look at ways to assist the Tribe with locate services through DCS Central Services.	Enhanced locate services	State: Harry Welling Tribe: Bill Paine	DCS to continue to provide locate services as resources allow

3. Policy Identification: IRS Certification

Progress Report

Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status
<p>Certify appropriate cases to the IRS for intercept.</p> <p><i>Currently on hold awaiting IV-D comprehensive.</i></p>		<p>Policy and procedure will be defined by MOU.</p> <p><i>Currently on hold awaiting IV-D comprehensive.</i></p>	<p>State: DCS HQ Staff, Brady Rossnagle</p> <p>Tribe: Bill Paine</p>	<p><i>Currently on hold awaiting IV-D comprehensive. Anticipated date is 10/1/10.</i></p>
4. Policy Identification: Training Opportunities				Progress Report
Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status
<p>Increased awareness and understanding of Tribal culture.</p>	<p>DCS staff associated with the Tribal Team will be given appropriate training (i.e. Government-to-Government Training).</p>	<p>Enhance knowledge of DCS staff on Tribal history, culture and practices.</p>	<p>State: Rhonda Thomas</p> <p>Tribe: Bill Paine</p>	<p>DCS policy is to send all personnel who will be working with Tribal agencies and counterparts to be given Government-to-Government training. Process continues. State to notify Tribe through email (and any other available methods) of upcoming trainings that the Tribe may want to attend.</p>
5. Policy Identification: Communication and Problem Solving				Progress Report
Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status
<p>Joint line-staff meetings between DCS Tribal Unit and Tribal Staff</p>	<p>Line staff from both offices will be encouraged to develop their own agenda to have face-to-face meetings to discuss daily procedural and working issues between offices.</p>	<p>Building rapport and strengthening relationships links through regular meetings.</p>	<p>State: Rhonda Thomas, Dian Speer</p> <p>Tribe: Bill Paine</p>	<p>Process continues – no changes</p>
<p>Regular 7.01 meetings</p>	<p>The Fife District Manager and Tribal Staff will meet with all Tribal Representatives on a quarterly basis as our “7.01 Meeting.”</p>	<p>Cross program discussions, problem solving, issue identification, mutual support</p>	<p>State: Harry Welling, Rhonda Thomas</p> <p>Tribe: Bill Paine</p>	<p>Process continues – no changes</p>

Outreach to Tribal members	The DCS tribal liaison, Dian Speer, will be available on-site to Tribal members on the second Monday of each month.	Provide service to customers, potential customers and Suquamish Tribal Staff.	State: Rhonda Thomas, Dian Speer Tribe: Bill Paine	Process continues – no changes
Problem resolution and planning that is specific to the Suquamish Tribe	Fife DCS will be available to meet to work through issues outside the regular 7.01 meetings. Fife DCS requests inclusion in advance planning in the event that the Tribe gets start-up funds for a 4D program.	Problems will be resolved and plans solidified to facilitate good service for each other.	State: Rhonda Thomas Tribe: Bill Paine	Process continues – no changes
6. Policy Identification: Hiring				Progress Report
Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Status
Inclusion of Tribal Staff in major DCS hiring decisions	DCS will invite Tribal Staff to participate in interview panels and/or consult on major hiring decisions in this office, particularly any that have direct impact on Tribal Team workload.	Increased relationship building through participation in key hiring decisions.	State: Harry Welling, Rhonda Thomas Tribe: Bill Paine	Process continues – no changes
7. Policy Identification: Best Practices				Progress Report
Goals/Objectives	Activities	Expected Outcomes	Lead Staff and Target Date	Status
Ensure the best use of resources, highest level of service and coordination of effort and expectations. <i>Currently on hold awaiting IV-D comprehensive.</i>	Rhonda and Dian will work with Tribe to develop a written summary of best practices for handling cases. <i>Currently on hold awaiting IV-D comprehensive.</i>	Consistency and efficiency of operations. <i>Currently on hold awaiting IV-D comprehensive.</i>	State: Harry Welling, Rhonda Thomas, Dian Speer Tribe: Bill Paine	Tribe and State are working on summarizations of policies and procedures that will define Best Practices, more details forthcoming once the Tribal TANF and Tribal IV-D programs are up and running. <i>Currently on hold awaiting IV-D comprehensive.</i>